



# COUNTY OF HUMBOLDT

For the meeting of: 6/13/2023

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File #: 23-742

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**To:** Board of Supervisors

**From:** DHHS: Social Services

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Professional Services Agreement with the Humboldt County Office of Education Regarding the Provision of Support Services to Youth and Families Who Have Been Referred to a Regional School Attendance Review Board

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with the Humboldt County Office of Education regarding the provision of support services to youth and families who have been referred to a regional School Attendance Review Board for the period of July 1, 2023 through June 30, 2025;
2. Authorize the Department of Health and Human Services - Social Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with the Humboldt County Office of Education after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached professional services agreement with the Humboldt County Office of Education to the Department of Health and Human Services - Contract Unit for further processing.

**SOURCE OF FUNDING:**

Social Services Fund (1160-508)

**DISCUSSION:**

Children residing in Humboldt County are served in great numbers by both the Humboldt County Office of Education (“HCOE”) and the Humboldt County Department of Health and Human Services (“DHHS”). DHHS and HCOE have increased collaboration to address the needs of children in Humboldt County and are working to collectively address the increased demand for services. HCOE and DHHS have a shared focus on prevention and early intervention as key to student and family success.

HCOE staffs the position of Program Manager for the Court/Community Schools Program. The Program Manager has provided, and continues to provide, an array of direct support services to youth and families who have been referred to a regional School Attendance Review Board due to academic, behavior or attendance concerns. The Program Manager is also the liaison to School Attendance Court: a nine (9) month, court supervised, diversion program designed to assist and support families in the improvement of school attendance. Youth who have been referred to a regional School Attendance Review Board, or the above-referenced diversion program, are often prospective or current DHHS clients who are receiving Medi-Cal, CalFresh, CalWORKs or other services that may be considered “targeted intervention” services. In some cases, the families of such youth may be involved, or at risk of involvement, with DHHS - Behavioral Health or Child Welfare Services. Approximately eighty-five percent (85%) of families who have been referred to a regional School Attendance Review Board improve attendance following intervention. Approximately eighty percent (80%) of families successfully graduated from the diversion program in prior years, had criminal charges dropped and sustained improved attendance through the remaining of the school year.

HCOE’s plans for fiscal years 2023-2024 and 2024-2025 include increasing School Attendance Review Board utilization while supporting the efforts of local school districts to improve school climate and provide early, on-site interventions. In a typical school year, less than one percent (1%) of students countywide participate in a regional School Attendance Review Board. This demonstrates a stark under-utilization of the regional School Attendance Review Boards, as fifteen percent (15%) of students across the county meet the criteria for chronic absenteeism. The Program Manager employed by HCOE assists youth and families to receive direct support services and be referred to other necessary services and assistance before circumstances in the family require crisis intervention. In order to serve current DHHS clients, and prevent the need for crisis services, DHHS seeks to fund fifty percent (50%) of the salary and benefit costs associated with the Program Manager position. The Program Manager is a full-time HCOE employee with no reporting or other responsibilities to DHHS.

The attached professional services agreement will allow for the continued provision of direct support services to youth and families who have been referred to a regional School Attendance Review Board for the period of July 1, 2023 through June 30, 2025. Accordingly, DHHS recommends that the Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with HCOE. It is also recommended that the Board authorize the DHHS - Social Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with HCOE, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid any unnecessary delays in the provision of needed support services.

**FINANCIAL IMPACT:**

<b>Expenditures (1160, 508)</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected</b>
Budgeted Expenses	\$100,202.00	\$103,170.00
<b>Total Expenditures</b>	\$100,203.56	\$103,170.20
<b>Funding Sources (1160, 508)</b>	<b>FY23-24 Adopted*</b>	<b>FY24-25 Projected*</b>
State/Federal Funds	\$100,202.00	\$103,170.00

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<b>Total Funding Sources</b>	<b>\$100,202.00</b>	<b>\$103,170.00</b>
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*\*Projected amounts are estimates and are subject to change.*

The attached professional services agreement with HCOE has a maximum amount payable of Two Hundred Three Thousand Three Hundred and Eight Dollars and Seventy-Six cents (\$203,372) for the period of July 1, 2023 through June 30, 2025. In no event shall the maximum amount paid under the professional services agreement with HCOE exceed One Hundred Thousand Two Hundred Two Dollars (\$100,202.00) for fiscal year 2023-2024 and One Hundred Three Thousand One Hundred Seventy Dollars (\$103,170.00) for fiscal year 2024-2025. However, in the event local, state or federal funding is reduced or eliminated, the County of Humboldt may reduce the above-referenced maximum amount payable or terminate the attached professional services agreement with HCOE in its entirety.

Expenditure appropriations related to the attached professional services agreement with HCOE have been included in the proposed fiscal year 2023-2024 budget for DHHS - Social Services budget unit 1160-508. Funding for the attached professional services agreement with HCOE is available through federal, state and local revenues received by DHHS - Social Services. As a result, approval of the attached professional services agreement with HCOE will not impact the Humboldt County General Fund.

**STAFFING IMPACT:**

Approval of the attached professional services agreement with HCOE will not impact current staffing levels.

**STRATEGIC FRAMEWORK:**

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, creating opportunities for improved safety and health and providing community-appropriate levels of services.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached professional services agreement with HCOE regarding the provision of support services to youth and families who have been referred to a regional School Attendance Review Board. However, this alternative is not recommended since it will not allow for the provision of needed school absence prevention activities and services.

**ATTACHMENTS:**

1. Professional Services Agreement with the Humboldt County Office of Education Regarding the Provision of Support Services to Youth and Families Who Have Been Referred to a Regional School Attendance Board

**PREVIOUS ACTION/REFERRAL:**

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Board Order No.: C-14; C-8; C-20; D-15

Meeting of: 06/19/18; 06/11/19; 05/19/20; 07/12/22

File No.: 18-594; 19-746; 20-529; 22-710